



## File Manager for SharePoint

**MetaVis FILE MANAGER** for SharePoint is a bi-directional migration tool that allows users to move content, folder structures, and metadata between file systems and any SharePoint environment, including Office 365. With **FILE MANAGER**, users can easily control how file share content is moved into SharePoint or how content is downloaded / off boarded from SharePoint to a file share – no matter how complex the environment. As a result, **FILE MANAGER** makes it easy to archive SharePoint content and metadata for use in other systems.

**MetaVis FILE MANAGER** is part of the **MetaVis** Information Architecture Platform and allows users to easily add other MetaVis products such as design, migration and change management. This eliminates the need to multiple products.

Our agentless solution maintains all your valuable metadata without the need to install any server-side components. **FILE MANAGER** also provides full support for Managed Metadata support. **MetaVis** allows content to be tagged with your managed metadata values during loading or downloading for vastly improved end-user search and usability.

Use **MetaVis FILE MANAGER** to:

- Move content from SharePoint to file systems
- Reduce the size of your SharePoint environment
- Archive older content or completed project documentation
- Migrate content from File Systems to SharePoint

### ➤ Loading Files to SharePoint

- *Set metadata as part of the loading process*
- *Extract metadata from file system folders & assign to SharePoint metadata*
- *Retain or unwind folder structure*
- *Retain created/modified by properties*
- *Load files and metadata using CSV*
- *Auto-creation of CSV for loading*
- *Pseudo-versioning to SharePoint versions*

### ➤ Downloading /Offboarding Content

- *Download or archive content from sites, sub-sites, lists and libraries into the File System with metadata stored in CSVs*
- *Load downloaded content back into SharePoint*
- *Retain pseudo-versions in File Systems*
- *Remove downloaded content from SharePoint*

**FREE TRIAL!**

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